Faculty of Medicine

Faculty Education Office (Medicine)

**Year 3 Educational Feedback Form – 2012-13 – Meeting 1 of 3**

**Student Name**

**Personal Tutor Name**

**Date**  *[w/b 19 November 2012]*

*Note to* ***Tutor****: Please provide feedback to the student on their performance in the following areas. Make sure any outstanding areas of understanding are covered:*

*Note to* ***Student****: Please be prepared to discuss your performance on the matters below. Please feel free to ask any questions that you may have:*

**1. Academic Progress**

Review of Year 1 and 2 examination results

Assessment Performance – Review of forms
(FEO will have supplied these)

Meeting Year 3 Learning Objectives

Directly Observed Procedural Skills (DOPS) – Review of Logbook

Notes/ Comments:

**2. Generic Skills/ Issues**

Awareness of regulations (e.g. submission, mitigating circumstances)

Study skills (e.g. referencing skills)

Professionalism

Other Issues/ Notes/ Comments:

**3. Agreed Actions - Student**

*Please use this section to document any actions you have agreed during this Personal Tutoring session – you will be required to report progress at the following session.*

**4. Agreed Actions – Tutor / Faculty**

*Please use this section to document any actions you have agreed to undertake / report to the Faculty for further action.*

**5. Signatures:**

Personal Tutor:

Student:

Date:

**Please keep this form in your student portfolio** and remember to bring it with you to your next feedback session. It will help us to give you feedback on your progress against the actions that you agreed.

If you have any urgent concerns that come up in the meantime, do not wait until your next session, please do not hesitate to get in touch with your Personal Tutor for help as that’s what they are there for.

If you are unsure about anything, please do not hesitate to call the FEO Student Support Hotline on **020 7594 9804.**